



# SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

COUNCIL MEETING  
THURSDAY, 25 JANUARY 2018

AGENDA AND REPORTS

South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne, Cambridge  
CB23 6EA

## **OUR LONG-TERM VISION**

South Cambridgeshire will continue to be the best place to live, work and study in the country. Our district will demonstrate impressive and sustainable economic growth. Our residents will have a superb quality of life in an exceptionally beautiful, rural and green environment.

## **OUR VALUES**

We will demonstrate our corporate values in all our actions. These are:

- Working Together
- Integrity
- Dynamism
- Innovation

## **EXCLUSION OF PRESS AND PUBLIC**

The law allows Councils to consider a limited range of issues in private session without members of the Press and public being present. Typically, such issues relate to personal details, financial and business affairs, legal privilege and so on. In every case, the public interest in excluding the Press and Public from the meeting room must outweigh the public interest in having the information disclosed to them. The following statement will be proposed, seconded and voted upon.

"I propose that the Press and public be excluded from the meeting during the consideration of the following item number(s) ..... in accordance with Section 100(A) (4) of the Local Government Act 1972 on the grounds that, if present, there would be disclosure to them of exempt information as defined in paragraph(s) ..... of Part 1 of Schedule 12A of the Act (as amended)."

If exempt (confidential) information has been provided as part of the agenda, the Press and public will not be able to view it. There will be an explanation on the website however as to why the information is exempt.

## **SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

TO: The Chairman and Members of the  
South Cambridgeshire District Council

**NOTICE IS HEREBY GIVEN** that the next meeting of the **COUNCIL** will be held in the **COUNCIL CHAMBER - SOUTH CAMBRIDGESHIRE HALL** at **2.00 P.M.** on

**THURSDAY, 25 JANUARY 2018**

and I am, therefore to summon you to attend accordingly for the transaction of the business specified below.

**DATED** this 17<sup>th</sup> day of January 2018

**Beverly Agass**  
Chief Executive

**The Council is committed to improving, for all members of the community, access to its agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you.**

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### **AGENDA**

**1. APOLOGIES**

To receive any apologies for absence from Members.

**2. DECLARATIONS OF INTEREST**

**3. REGISTER OF INTERESTS**

Members are requested to inform Democratic Services of any changes in their Register of Members' Financial and Other Interests form.

**4. MINUTES**

To authorise the Chairman to sign the Minutes of the meeting held on 23 November 2017 as a correct record.

**(Pages 1 - 20)**

**5. ANNOUNCEMENTS**

To receive any announcements from the Chairman, Leader, the Executive or the Head of Paid Service.

**6. QUESTIONS FROM THE PUBLIC**

To note that no questions from the public have been received.

Democratic Services Contact Officer: Democratic Services 03450 450 500 [democratic.services@scambs.gov.uk](mailto:democratic.services@scambs.gov.uk)

**7. PETITIONS**

To note that no petitions for consideration by Council have been received since the last meeting.

**8. APPOINTMENTS TO COMMITTEES**

Following the resignation of Councillor Simon Crocker to report on the political composition of the Council and to invite the Council to make appointments to fill vacancies on committees.

Report attached

**(Pages 21 - 24)**

**9. TO CONSIDER THE FOLLOWING RECOMMENDATIONS:**

**9 (a) Localised Council Tax Support Scheme (Finance & Staffing Portfolio Holder, 21 November 2017)**

The Finance and Staffing Portfolio Holder

**RECOMMENDED TO COUNCIL:**

That the current Localised Council Tax Support Scheme be continued into 2018/2019 with minor technical changes where necessary.

Report attached.

**(Pages 25 - 30)**

**9 (b) Community Governance Review for Willingham and Over (Civic Affairs Committee, 4 January 2018)**

The Civic Affairs Committee

**RECOMMENDED TO COUNCIL:**

That Council agrees to

(a) agree the alternative boundary, as shown on the green line in the attached map (Appendix L), less the red cross hatched area, and

(b) make a request to the LGBCE to re-align the County Council boundary along the new parish boundary.

Report Attached.

**(Pages 31 - 164)**

**9 (c) Pay Policy Statement (Employment Committee, 11 January 2018)**

The Employment Committee

**RECOMMENDED TO COUNCIL:**

That Council approve the Pay Policy Statement.

Report attached.

**(Pages 165 - 176)**

**10. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY**

**10 (a) Meetings held in November 2017**

Attached are the reports summarising the work of the Cambridgeshire and Peterborough Combined Authority in November 2017.

**(Pages 177 - 192)**

**10 (b) Meetings held in December 2017**

Attached are the reports summarising the work of the Cambridgeshire and Peterborough Combined Authority in December 2017.

**(Pages 193 - 216)**

**11. QUESTIONS FROM COUNCILLORS**

*A period of 30 minutes will be allocated for this item to include those questions where notice has been provided (as set out on the agenda below) and questions which may be asked without notice.*

*Members wishing to ask a question without notice should indicate this intention to the Democratic Services Team Manager prior to the commencement of the item. Members' names will be drawn at random by the Chairman until there are no further questions or until the expiration of the time period.*

**11 (a) Question from Councillor Grenville Chamberlain**

There are many unused agricultural buildings which could be used for the development of rural businesses but without access to high speed broadband they will remain unused for the foreseeable future. Can the Leader explain what is being done to ensure the delivery of high speed broadband across South Cambridgeshire?

**11 (b) Question From Councillor Kevin Cuffley**

With the changes and improvements being made to the Council's refuse service and collections, can the Leader explain the impact of the benefits and savings these will have for this Council?

**11 (c) Question from Councillor Ruth Betson**

Can the Leader give us examples of communities that have benefitted from the community chest and the positive impact it has had?

**11 (d) Question from Councillor Bunty Waters**

Loneliness has been shown to affect physical and mental health and therefore the quality of life for some elderly, infirm, and isolated residents.

What is the Council doing to help Parish Councils and local groups to address this issue?

**11 (e) Question from Councillor David Bard**

We welcome the news that Sawston has been selected as one of the first three sites for a rural travel hub. We note, however, that the current Stagecoach CITI7 return bus fare from Sawston to Cambridge is charged at the Dayrider Plus rate (£6.70) whereas that from Stapleford to Cambridge is charged at the Dayrider rate (£4.30). Since the proposed Sawston rural travel hub lies between these two villages, will the Portfolio Holder be negotiating with the bus operator to have the new rural hub included within the Dayrider zone?

**11 (f) Question from Councillor Anna Bradnam**

In July 2017 China and Hong Kong announced a clampdown on 'foreign garbage', that is, they have imposed very tight contamination standards on 24 categories of imported waste, especially paper and plastic. As the UK has exported more than 2.7 million tonnes of waste plastic to China and Hong Kong since 2012, please let us know:

What effect will the loss of the market for waste paper and plastic have on the finances of the Shared Waste Service and what practical changes might this necessitate in the service in future?

**11 (g) Question from Councillor Ben Shelton**

What happens to the plastic waste that goes into the blue recycling bins?

**11 (h) Question from Councillor John Batchelor**

Could we have an update on progress with the 'Bus Survey' that Council allocated £50k to contribute towards?

**11 (i) Question from Councillor Deborah Roberts**

The recent success by Willingham Parish Council in having land in the Over parish boundary transferred to within its boundary set parish against parish .

One can be sure that this has left bad feeling in its wake , something that we as the decision maker surely cannot be proud of.

I have been told that Councillor Manning threatened to resign over the Willingham boundary review and this is the reason that that there was a turn around in voting, not the merits of Willingham's case. Is the Leader able to confirm or otherwise inform?

**11 (j) Question from Councillor John Williams**

How many wholly owned, leased or shared equity council properties have been sold or transferred to Ermine Street since the setting up of that company?

**11 (k) Question from Councillor Philippa Hart**

The Local Plan Inspection has - thus far - lasted almost as long as my first term as a member. Please can the Leader inform members how much the Local Plan Inspection has cost this Council? In replying, please include a breakdown of officer hours and their unit costs and the cost to the Council of external legal advisors.

**11 (l) Question from Councillor Tumi Hawkins**

The emerging Local Development Plan submitted on 28 March 2014, is slowly making its way through the examination process, and has not, as promised by the Conservative administration, protected the District from the adverse effects arising from the lack of a 5-year housing land supply. Since that plan was submitted, our villages have been over run by speculative applications for development that has led to thousands of unplanned houses being granted permission either by this Council or the Planning Inspector at appeal.

Can the Leader please explain why the approximately 5,000 windfall houses granted planning under the 5-year supply rule are not being taken into account in a revision of housing allocations in the local plan?

**11 (m) Question from Councillor Janet Lockwood**

Referring to the Minutes of the last Council meeting, questions 11c and 11d, please could the Leader give a follow-up on prospects for Scrutiny of the Greater Cambridge Partnership? On occasions its decisions have appeared to favour the City over the District and I think a balance needs to be observed to be achieved.

**12. NOTICES OF MOTION**

**12 (a) Motion from Councillor Bridget Smith**

This Council believes that collaboration between the local government bodies of Cambridgeshire must be built on mutual trust and confidence that we are working

together in the interests of all residents.

This Council expresses its disappointment that, in December, the Mayor of Cambridgeshire and Peterborough chose to prematurely release to the press a preliminary report on mass public transport options in advance of its publication and long before it was shown to members of its co-commissioners, the Combined Authority and the Greater Cambridge Partnership.

The Council therefore requests that the Leader write to the Mayor to express its disquiet and its hope that he will act in future in a manner that helps to restore confidence.

**12 (b) Motion from Councillor Aidan Van de Weyer**

This Council allocates the sum of £10,000 towards the cost of commissioning, in collaboration with other councils and interested bodies, an analysis of the impact of leaving the European Union on the economy of Cambridgeshire in order to support residents and businesses in planning for Brexit.

**12 (c) Motion from Councillor Tumi Hawkins**

This Council recognises that a significant part of South Cambridgeshire's economy is dependent on frictionless trade with the EU, both in goods and services.

This Council therefore requests that the Chief Executive write to the Secretary of State for Exiting the EU and to the Prime Minister to request that during the withdrawal negotiations, the government seeks to remain part of the single market and customs union.

**13. URGENT EXECUTIVE DECISION**

To provide an information report on a decision which was exempted from call-in under Scrutiny and Overview Procedure Rules 12.18 – 12.20.

Report attached.

**(Pages 217 - 218)**

**14. CHAIRMAN'S ENGAGEMENTS**

To note the Chairman's engagements since the last Council meeting:

<b>Date</b>	<b>Venue/Event</b>	<b>Attendee</b>
<b>November</b>		
Thursday, 23	Council Presentation: Nicole Stimson – Huntingdonshire Business Awards, Apprentice of the Year category, runner	Chair



up

**December**

Friday 01	Mayor of Cambridge Reception Vice Chair	Vice-Chair
Tuesday 05	Mayor of Huntingdon's Civic Carole Service	Vice-Chair
Thursday 07	Cambridgeshire and Peterborough Armed Forces Community Covenant Event	Chair
Friday 08	Mayor of St Ives Charity Christmas concert	Chair
Wednesday 13	Mince pies and awards South Cambs	Chair
Wednesday 13	Gifts to Fulbourn Hospital	Chair
Thursday 14	Mince pies to staff at Waterbeach Depot	Chair
Tuesday 19	Invitation to St Ives Civic Service of Carols	Chair

**January 2018**

Saturday 06	Gold Duke of Edinburgh's Presentation Awards	Chair
Friday 19	Official Opening of the Arthur Rank Hospice, Shelford Bottom	Chair
Monday 22	Chairman of Huntingdon Holocaust Memorial Day	Chair

## **GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL**

### **Notes to help those people visiting the South Cambridgeshire District Council offices**

While we try to make sure that you stay safe when visiting South Cambridgeshire Hall, you also have a responsibility for your own safety, and that of others.

#### **Security**

When attending meetings in non-public areas of the Council offices you must report to Reception, sign in, and at all times wear the Visitor badge issued. Before leaving the building, please sign out and return the Visitor badge to Reception.

Public seating in meeting rooms is limited. For further details contact Democratic Services on 03450 450 500 or e-mail [democratic.services@scambs.gov.uk](mailto:democratic.services@scambs.gov.uk)

#### **Emergency and Evacuation**

In the event of a fire, a continuous alarm will sound. Leave the building using the nearest escape route; from the Council Chamber or Mezzanine viewing gallery this would be via the staircase just outside the door. Go to the assembly point at the far side of the staff car park opposite the staff entrance

- **Do not** use the lifts to leave the building. If you are unable to use stairs by yourself, the emergency staircase landings have fire refuge areas, which give protection for a minimum of 1.5 hours. Press the alarm button and wait for help from Council fire wardens or the fire brigade.
- **Do not** re-enter the building until the officer in charge or the fire brigade confirms that it is safe to do so.

#### **First Aid**

If you feel unwell or need first aid, please alert a member of staff.

#### **Access for People with Disabilities**

We are committed to improving, for all members of the community, access to our agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you. All meeting rooms are accessible to wheelchair users. There are disabled toilet facilities on each floor of the building. Infra-red hearing assistance systems are available in the Council Chamber and viewing gallery. To use these, you must sit in sight of the infra-red transmitter and wear a 'neck loop', which can be used with a hearing aid switched to the 'T' position. If your hearing aid does not have the 'T' position facility then earphones are also available and can be used independently. You can get both neck loops and earphones from Reception.

#### **Toilets**

Public toilets are available on each floor of the building next to the lifts.

#### **Recording of Business and Use of Mobile Phones**

We are open and transparent about how we make decisions. We allow recording, filming and photography at Council, Cabinet and other meetings, which members of the public can attend, so long as proceedings at the meeting are not disrupted. We also allow the use of social media during meetings to bring Council issues to the attention of a wider audience. To minimise disturbance to others attending the meeting, please switch your phone or other mobile device to silent / vibrate mode.

#### **Banners, Placards and similar items**

You are not allowed to bring into, or display at, any public meeting any banner, placard, poster or other similar item. Failure to do so, will result in the Chairman suspending the meeting until such items are removed.

#### **Disturbance by Public**

If a member of the public interrupts proceedings at a meeting, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chairman may call for that part to be cleared. The meeting will be suspended until order has been restored.

#### **Smoking**

Since 1 July 2008, South Cambridgeshire District Council has operated a Smoke Free Policy. No one is allowed to smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

#### **Food and Drink**

Vending machines and a water dispenser are available on the ground floor near the lifts at the front of the building. You are not allowed to bring food or drink into the meeting room.

